

TOWN OF ST. LEO
REGULAR COMMISSION MEETING
December 12, 2011
7:00 PM

OPENING – Mayor Hamilton

INVOCATION AND PLEDGE OF ALLEGIANCE – Commissioner Gardner

ROLL CALL Donna DeWitt, O.S.B. – Mayor Pro Tem
Richard Christmas – Commissioner
William Hamilton, - Mayor
John “Jack” Gardner – Commissioner
Robert Courtney – Absent

STAFF Joan Miller - Town Clerk
Patricia Petruff, Esquire - Attorney
Jan Norsoph - Planner

GUESTS	James Hallett, OSB	Faye McKean
	Frank Mezzanini	Doug Torres
	James Adcock	Adam Smith

MINUTES **MOTION: TO APPROVE THE MINUTES OF COMMISSION MEETING ON NOVEMBER 14, 2011.**

MOTION BY: Commissioner Christmas

SECOND: Commissioner Gardner

Discussion.

VOTE: Unanimous for Approval, 4/0

EXPENSES AND BUDGET REVIEW

MOTION: TO ACCEPT FINANCIAL REPORT DATED DECEMBER 12, 2011.

MOTION BY: Commissioner Christmas

SECOND: Commissioner Gardner

Discussion.

VOTE: Unanimous for Approval, 4/0

MAYORS REPORT

ORDINANCE 12-01- 2nd Reading and Public Hearing

Clerk Miller read the ordinance by title only. **AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF ST. LEO, FLORIDA AMENDING PART III LAND DEVELOPMENT CODE OF THE TOWN OF ST. LEO CODE OF ORDINANCES AS CONTAINED IN THIS ORDINANCE; AMENDING ARTICLE III, DEFINITIONS, ARTICLE IX, VARIANCES, APPEALS, REZONINGS AND LAND DEVELOPMENT CODE AMENDMENTS, ARTICLE XI-SIGN REGULATIONS, ARTICLE XII; LANDSCAPE BUFFERING AND TREE PROTECTION AND ARTICLE XVII, ENFORCEMENT, PENALTIES AND REMEDIES; AND PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AND EFFECTIVE DATE.**

The Public Hearing was opened.

Frank Mezzanini asked the commission to consider how athletic field scoreboards are considered in the Land Development Code section that relates to signs. After discussion, the commission decided that advertisements would be allowed on athletic field scoreboards, which would be limited to a height of 20 feet from finished grade. In addition, scoreboards may be free standing or attached to a building. In the case of the parking garage with the soccer/lacrosse field at Saint Leo University, the scoreboard can be on the roof of the building which is actually going to become the foundation of the athletic field.

MOTION: TO APPROVE ORDINANCE 12-01 AS READ INCLUDING THE FOLLOWING WORDING IN SECTION 5. SEC 11.9.6 (D) AS FOLLOWS; AN INSTITUTION IS PERMITTED STADIUM SCOREBOARDS WHICH ARE PERMITTED TO HAVE ADVERTISING, AT EACH ATHLETIC FIELD NOT TO EXCEED 20 FEET IN HEIGHT AS MEASURED FROM FINISHED GRADE. SCOREBOARDS MAY BE FREE STANDING OR ATTACHED TO A BUILDING.

MOTION BY: Commissioner Christmas

SECOND: Commissioner DeWitt

VOTE: Unanimous for Approval, 4/0

ORDINANCE 12-02- 1st Reading and Public Hearing

Clerk Miller read the ordinance by title only. **AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF ST. LEO, FLORIDA AMENDING THE SCHEDULE OF PROJECTS IN THE CAPITAL IMPROVEMENTS ELEMENT OF THE TOWN OF ST. LEO COMPREHENSIVE PLAN-2025 PURSUANT TO FLORIDA STATUTES, CHAPTER 163, PART II (163.3177); AMENDING PART III LAND DEVELOPMENT CODE OF THE TOWN OF ST. LEO CODE OF ORDINANCES AS CONTAINED IN THIS ORDINANCE; AMENDING ARTICLE XVIII, DEVELOPMENT IMPACT FEES; PROVIDING FOR CODIFICATION; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

First reading was discussed and accepted as read.

COMMISSION REPORT - none

PLANNER REPORT

SPR/VAR SLU Soccer/Lacrosse Field and Parking Garage

Planner Norsoph spoke about the modification request of the soccer field/lacrosse field and parking garage. He highlighted a number of conditions which include submitting an update to Sheet #2-Data Tables by December 30, 2011 and an updated landscape buffer planting plan prior to the end of February 2012.

Lighting and athletic field scoreboard height and locations were discussed and content was added to the resolution about each item. Due to the holiday season the university was given 45 days to provide updated SP-015 pages to the town.

Discussion.

MOTION: TO APPROVE RESOLUTION 12-06 APPROVING SAINT LEO UNIVERSITY WITH CONDITIONS AS STATED INCLUDING THE FOLLOWING ADDITIONS TO #11 AND #12 AS FOLLOWS;

#11 The four light poles proposed to be located along each of the east and west sides of the new soccer/lacrosse fields as shown on SP-015, East Elevation drawing are approved as part of this modification approval. These lights shall not exceed 75 feet in height as measured from the finished grade of the soccer/lacrosse field. The applicant shall submit within 45 days a revised SP-015 showing the location and height of each of the poles.

And #12 The scoreboard shown on Appendix A- SP-015, North Elevation draw is approved as part of this modification approval. The scoreboard shall not exceed 20 feet in height as measured from

the finished grade of the soccer/lacrosse field. The applicant shall submit within 45 days a revised SP-015 showing the location and height of the scoreboard.

MOTION BY: Commissioner Christmas

SECOND: Commissioner Gardner

Discussion.

VOTE: Unanimous for Approval, 4/0

ATTORNEY REPORT

SLU Challenge Course

Saint Leo University has not yet provided information regarding the “Challenge Course”. Frank Mezzanini spoke about conflicting opinions he received from the town and Dade City as to whether or not a building permit is required. He is presently completing the Zoning Compliance Application as requested by Clerk Miller. Upon reviewing the Land Development Code for property improvement, Attorney Petruff suggested that she should speak to Dade City representatives to clear up the confusion.

Christmas Drive

The “Specific Purpose Survey for Maintenance of Right of Way for Christmas Drive” has been completed. Attorney Petruff read the certification area of the document to the commission. After this document is reviewed by the commissioners, they will consider authorizing the Mayor to execute it for certification.

CLERKS NOTES - none

OLD BUSINESS - none

NEW BUSINESS

A Cup of Organic

Doug Torres and business partner Adam Smith, talked to the commission about their business venture called “A Cup of Organic”. They want to place a coffee house trailer on the SE corner of SR 52 and Pompano Street. Provided the business is successful, they would consider building a permanent structure. Faye McKean spoke in approval of the temporary use business coffee house trailer project to potentially be located on her property.

Planner Norsoph and Attorney Petruff agreed that Mr. Torres and Mr. Smith submit a Temporary Use Permit, business plan and a detailed site plan for review.

Temporary Signs

Clerk Miller was directed to speak to Deputy Day or Deputy Arnew to request that temporary signs ordinances be enforced in town limits.

ADJOURNMENT

MOTION: TO ADJOURN MEETING AT 8:30 P.M.

MOTION BY: Commissioner Christmas

SECOND BY: Commissioner Gardner

VOTE: Unanimous for Approval, 4/0

Respectfully, Joan Miller, M.M.C.